

Approved

MEETING MINUTES
STATE CONSUMER AND FAMILY ADVISORY COMMITTEE

December 14, 2006

Present: Carl Britton-Watkins, Wilda Brown, Terry Burgess, Zack Commander, Bill Cook, Kathy Daughtry, Carol DeBerry, Judy Dempsey, Ron Kendrick, Fred McClure, Dorothy O'Neal, Tisha O'Neal-Gamboa, David Smitherman, Marian Spencer, Andrea Stevens, David Taylor, Amelia Thorpe, and Cynthia Vester.

Absent: Pat Coleman and Colleen Vaughan.

Resignation: Tammy Fletcher.

DMH/DD/SAS Staff Present: Division Director Mike Moseley, Deputy Director Leza Wainwright, Chris Phillips, Ann Remington, Cathy Kocian and Jesse Sowa.

Guests: Carolyn Anthony, Kent Earnhardt and Judy Taylor.

<i>Presenter & Topic</i>	<i>Discussion</i>	<i>Action</i>
Welcome: Carl Britton-Watkins SCFAC Chair	The meeting was called to order at 9:00 A.M.	The agenda was approved. The November 2006 minutes were approved with changes.
Division update: Mike Moseley and Leza Wainwright	<ul style="list-style-type: none">• Hospital closings,• Crisis Services,• Dix property,• State Plan 2006,• Enhanced Services Implementation Update #19-Clarification Regarding Family Members as Paid Providers under CAP-MR/DD Waiver,• Enhanced Services Implementation Update #16-Transportation Costs,• Divestiture of services,• The National Association of State Mental Health Directors (NASMHD) has established that the #1 issue, as an association, is around the Financing of Systems. The association will be making a budget recommendation to the President.	The Division is reviewing Update #19 and provider availability. The implementation date for this policy has been extended until April 1, 2007.
SCFAC Bylaws, Rules of Procedure and Code of Conduct	<ul style="list-style-type: none">• The committee reviewed the By-laws,• The committee discussed the Rules of Procedure and• A Code of Conduct was adopted by the SCFAC members.	Statutory language and approved changes will be added to the documents.

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Executive Leadership Team (ELT) Meetings	<ul style="list-style-type: none"> • The Committee discussed a protocol to provide input to the Division and ELT. • SCFAC members discussed ways to be informed and requested that the Division continue to send out information in advance for members to review prior to meetings. • The SCFAC Chair requested that he be copied on all communications. 	<p>The Chair, Vice Chair or their designee will attend ELT meetings on the 4th Tuesday of each month.</p> <p>SCFAC members requested that a binder be developed containing the State Plans (2001-2006) and all implementation updates.</p> <p>The Staff Liaison will send the ELT minutes to SCFAC members.</p>
Public Comment	<ul style="list-style-type: none"> • Judy Taylor provided an overview of the Pinehurst Conference CFAC Caucus. A volunteer planning committee was formed to research and implement a future NC-CFAC Conference. Three regional teams have been formed and more information will be provided as the committee moves forward in the planning stages. • Kent Earnhardt, Wake CFAC member, provided suggestions to the SCFAC regarding training options for SCFAC members. In addition, Kent stated that the SCFAC might want to research the possibility of holding teleconference meetings. 	<p>NC-CFAC Conference Committee is discussing the possibility of hosting a Spring 2008 conference.</p> <p>SCFAC meeting information, agendas, contact information, etc. can be found on the SCFAC web page: www.dhhs.state.nc.us/mhddsas/scfac/index.htm</p>
External Advisory Team	<ul style="list-style-type: none"> • SCFAC representatives Judith Dempsey and Dorothy O'Neal attended the Meeting in Raleigh. The team discussed Long Range Plan and Funding Allocation Report developed by the consultants. 	<p>The Division will deliver the plan and the report to the LOC on Friday, December 15, 2006.</p> <p>The plan and the report will be made available to the public.</p>
SCFAC/LCFAC Communication Template Sub-Committee	<ul style="list-style-type: none"> • Kathy Daughtry, Marian Spencer and David Taylor developed a template to assist local CFACs in providing the SCFAC with recommendations regarding ways to improve the delivery of mental health, developmental disabilities and substance abuse services as called for in the statute. • SCFAC members provided feedback and recommendations on the cover letter and the reporting form. 	<p>The chair will send an introductory letter to the local CFAC chairs to start to initiate this process.</p> <p>The sub-committee will revise the cover letter and reporting form for</p>

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		<p>final approval at the January SCFAC meeting.</p> <p>The sub-committee will email the Chair, Vice Chair and staff liaison a copy of the finished product prior to the meeting.</p>
Next Meeting Date	The next meeting is scheduled for January 11, 2006, from 9:30 A.M.–3:30 P.M. and will be held at the Holiday Inn North, 2805 Highwoods Blvd, Raleigh.	
January 2007 Meeting Agenda	<p>Approval of the Agenda.</p> <p>Approval of the December meeting minutes.</p> <p>By-laws, Rules of Procedure, Code of Conduct Approved.</p> <p>SCFAC/LCFAC Communication Template Final Approval.</p> <p>Division Update.</p> <p>Issues Session.</p> <p>NC-CFAC Conference Presentation</p> <p>Presentation on the Use of Social Security numbers.</p> <p>Presentation on Concerns with Psychological Evaluations.</p> <p>Sub-committee Assignments.</p> <p>Template Review and Discussion for LCFAC Feedback to Division</p>	
Future Discussion		